

Public School Student Enrollment Audit for the District of Columbia: SY 2009-2010

Working Session presentation to
the **State Board of Education**
April 21, 2010



Office of the State Superintendent of Education
DISTRICT OF COLUMBIA
MAYOR ADRIAN M. FENTY

Background: Guiding Legislation

Enrollment Audit Reporting Requirements: DC Code 38-2906

The student counts reported for October 5 of each year shall be verified by an independent contractor commissioned by the State Education Office. The independent contractor shall perform an audit on the student enrollment of each DCPS school and of each public charter school to:

- (A) Verify the accuracy of the information contained in the membership report; and
- (B) Identify any material weaknesses in the systems, procedures, or methodology used by the DCPS system and public charter schools in:
 - (i) Determining the number of students, including non-resident students, enrolled in the DCPS and in public charter schools and the number of students whose tuition for enrollment in other school systems is paid for by funds available to the District of Columbia public schools; and
 - (ii) Assessing and collecting fees and tuition from non-resident students.

Process: Physical Count & File Review

Steps:

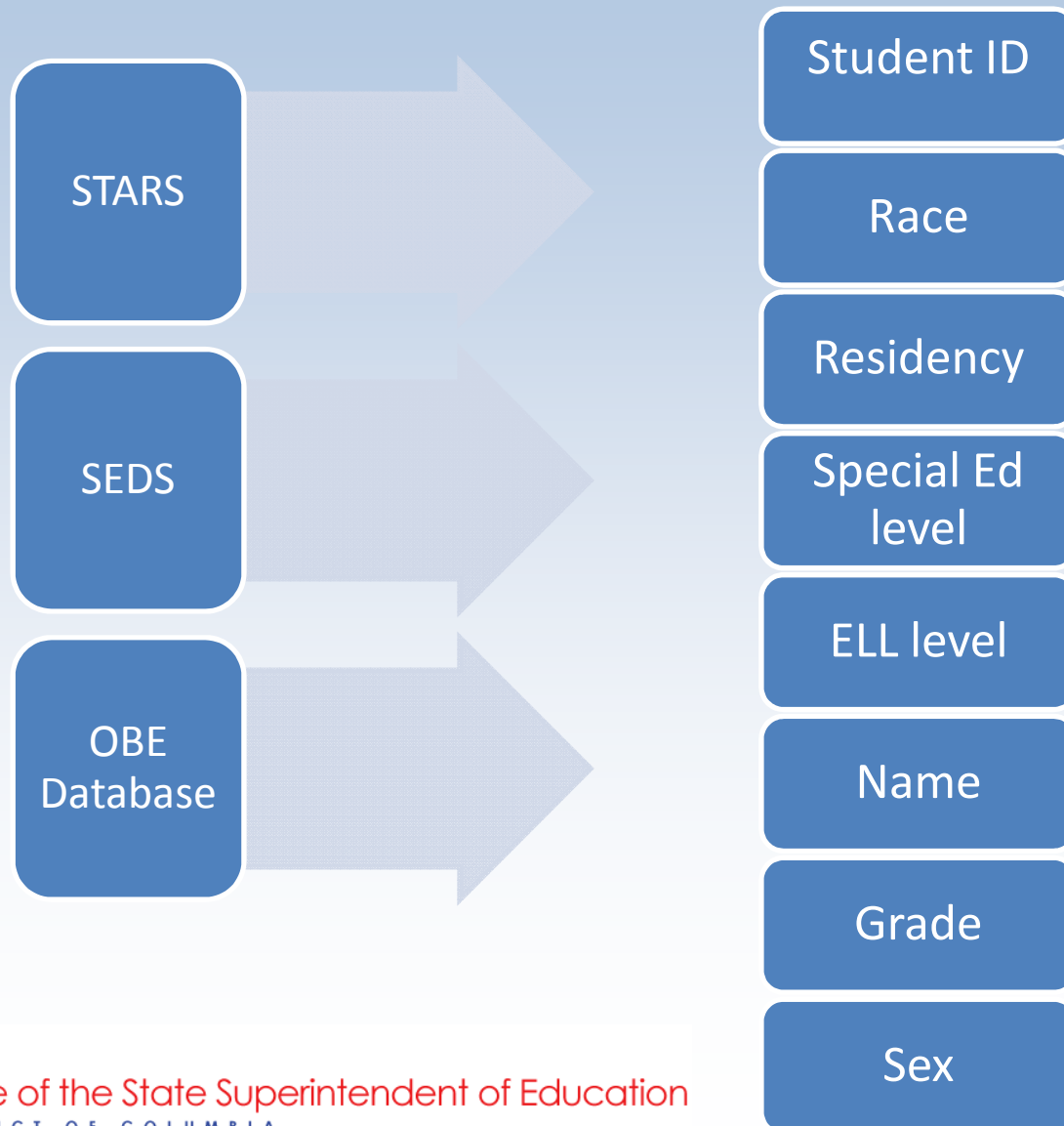
- Conduct a count of each classroom;
- Review student files.

The school will have organized binders which contain for each student:

- a. The enrollment form;
- b. The Student Residency Verification Form;
- c. The Individual English Language Learner (ELL) Enrollment Audit Report prepared by the Bilingual Office of DCPS to determine English proficiency. For charter schools, we will review appropriate documentation of language assessment; and
- d. Withdrawal or transfer documentation as applicable.



Process: Data Systems



Process: School Count Best Practices

At the start of the count, ensure that all students are in the classrooms

Require students to remain in the classroom until completion of all classroom counts.

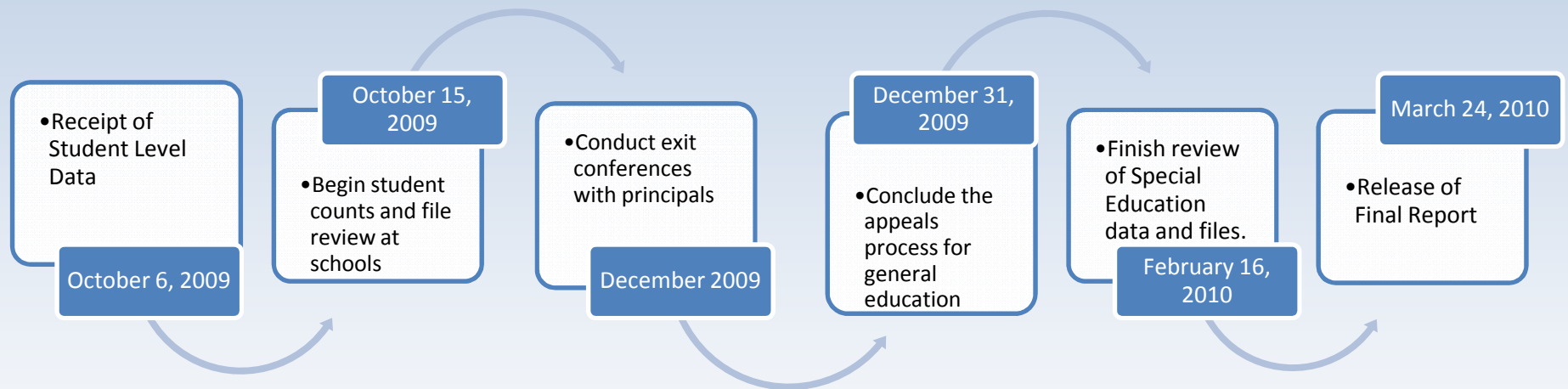
Hold tardy students in a central location until completion of the classroom counts.

Provide a list of all students enrolled or withdrawn after October 5th.

Provide copies of the attendance records.



Process: Timeline



Results: Year over Year Comparison

Table 1

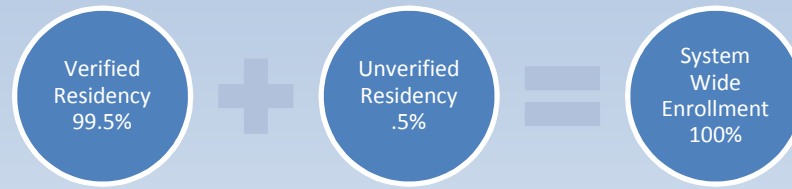
DCPS	• 1% Decrease in Enrollment
Charters	• 8% Increase in Enrollment
System Wide	• 2% Increase in Enrollment

	DCPS	Charter	Other (a)	Total
Reported 2008 - 2009	46,212	26,037	370	72,619
Reported 2009 - 2010	45,691	27,955	330	73,976
Increase (Decrease) from 2008 to 2009	(521)	1,918	(40)	1,357
Audited Enrollment 2008 - 2009	45,190	25,729	361	71,280
Audited Enrollment 2009 - 2010	44,718	27,660	333	72,711
Increase (Decrease) from 2008 to 2009	(472)	1,931	(28)	1,431
Audited Enrollment with verified Residency 2008 - 2009	44,681	25,614	323	70,618
Audited Enrollment with verified Residency 2009 - 2010	44,467	27,617	322	72,406
Increase (Decrease) from 2008 to 2009	(214)	2,003	(1)	1,788



Results: Residency Verification

Table 4



	Residency Verified and/or District Ward	Nonresident Paying Tuition	Nonresident Not Paying Tuition	Residency Not Verified	Total
DCPS Schools	44,395	72		251	44,718
Public Charters	27,613	4	4	39	27,660
Other	322			11	333
Total	72,330	76	4	301	72,711



Results: Uses of Audit Data

- Reported vs. Audited
- UPSFF Payments
- LEA Budgets
- Grant Allocations

